

Modern Slavery Statement 2023 Elizabeth & Ernest



This statement has been published in accordance with Section 54 of the Modern Slavery Act 2015. It sets out the steps taken by **Elizabeth & Ernest** for the period **March 2023- April 2024** to prevent modern slavery and human trafficking in its own business operations and supply chains.

Introduction

Elizabeth and Ernest is a UK based eco friend gift company. We manufacture and package our products in our unit based in Devon (All products are manufactured in by use apart from our sweets which we buy in from a UK based company – some of their sweet mix comes from other territories in Europe)

We are committed to ensuring that there is no modern slavery or human trafficking in our supply chain or any part of our business. Our Anti-Slavery and Human Trafficking Policy reflects our commitment to conduct all of our activities with integrity and in an ethical manner.

We manufacture our products in house, so we have full control over how and by whom our products are made. This guarantees a safe and pleasant working environment for anyone on site. We also buy all our raw materials from UK suppliers and ensure they are working in accordance with the modern slavery laws.

We expect all of our business partners, suppliers and their manufacturing sites to operate to the same principles. The following Code of Conduct outlines our minimum expectations in various areas, and we expect all businesses involved in the production of goods for Elizabeth Ernest to review and join in its implementation, working together to achieve continual improvements.

Key focus areas

In 2022/2023 we:

1. Reviewed all our suppliers list to focus on UK based manufactures.
2. But procedure in place to make sure our product on site is manufactured safely and in line with UK Laws
3. Made sure all new employees are aware of the modern slavery act 2015

Business and operational structure

We are a single company run by 1 business proprietor. We work in the online retail sector and manufacturing sector to produce and sell our products.



Operating in
1 country



Working with 40
suppliers



Employing 2
workers



Serving
approx. 5000
customers
annually

Governance structure

All employees and anyone entering the business premises can report any issues in relation to modern slavery and forced labour to the business proprietor. They have the responsibility with all issues involving this matter in the business.

Training on this policy, and on the risk our business faces from modern slavery in its supply chains, forms part of the induction process for all individuals who work for us, and updates will be provided using established methods of communication between the business and you. Our zero-tolerance approach to modern slavery must be communicated to all suppliers, contractors and business partners at the outset of our business relationship with them and reinforced as appropriate thereafter.

Due diligence

We currently don't use any sub-contractors this can be assessed if changed in future.

We select out third party supplier very carefully buy checking how and where they make their products. We only use UK based suppliers to by our raw materials. We ask for any statements where relevant.

The business proprietor oversees the decision-making process and requirements around supplier selection and has final decision on whether Elizabeth & Ernest works with a third party.

Responsible recruitment

Recruitment is handled in house and is the final decision of the business proprietor.

The Company has overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it.

Any potential employees are invited in for a paid trial day where they undergo a selection of tasks they are expected to undertake when joining the company. This ensures that they are happy with to role and that they can complete the tasks in a safe manor going forward.

Training and awareness

All new employees are given a copy of the modern slavery statement to read at the start of employment to raise awareness. We want to make new employees are comfortable to bring up any issues at any time with management regarding these matters.

As we are only a small company, we have not formally trained any staff in these matters but make everyone aware of them upon starting. We will continue to assess this in future as the company grows and if there is need for this, we will train up a senior member of staff.

For all new employees

You must ensure that you read, understand, and comply with this policy.

The prevention, detection and reporting of modern slavery in any part of our business or supply chains is the responsibility of all those working for us or under our control.

You are required to avoid any activity that might lead to, or suggest, a breach of this policy.

You must notify your line manager OR a company proprietor as soon as possible if you believe or suspect that a conflict with this policy has occurred or may occur in the future.

You are encouraged to raise concerns about any issue or suspicion of modern slavery in any parts of our business or supply chains of any supplier tier at the earliest possible stage.

If you believe or suspect a breach of this policy has occurred or that it may occur, you must notify your line manager or business proprietor OR report it in accordance with our Whistleblowing Policy as soon as possible.

We aim to encourage openness and will support anyone who raises genuine concerns in good faith under this policy, even if they turn out to be mistaken. We are committed to ensuring no one suffers any detrimental treatment as a result of reporting in good faith their suspicion that modern slavery of whatever form is or may be taking place in any part of our own business or in any of our supply chains.

Detrimental treatment includes dismissal, disciplinary action, threats or other unfavourable treatment connected with raising a concern.

If you believe that you have suffered any such treatment, you should inform your line manager immediately. If the matter is not remedied, and you are an employee, you should raise it formally using our Grievance Procedure, which can be found in the current employee handbook.

Key performance indicators

- We educate all new members of staff to reduce the risk of modern slavery and labour exploitation.
- We ask staff to report issues they have or if they suspect a third party supplier of not following these laws.
- We pay all our employees the UK living wage and price our products accordingly.
- We always keep our policies updated.

Authorised by

This statement was approved Business owner: Lucy Farmer
[on behalf of Elizabeth & Ernest



Signed by: Lucy Farmer

Date: 31/03/23

Position: Business Proprietor